

Bridgeport Elementary School

Title I - A Parent Involvement Plan

2019-2020

1. How Bridgeport Elementary School involves parents in the development of the plan:

- a. Invites parents to be involved in the site council's review of the parent involvement plan.
- b. Holds annual Title I meeting in the fall and provides notice of meeting in the school newsletter.
- c. Provides outreach to parents through our community liaison with an invitation in their home language.
- d. Community liaison maintains a contact list to follow-up on invitations in Spanish.
- e. Obtains input through school committee meetings (site council, volunteer trainings, PTO, PASS, etc.).
- f. Posts plan on website, have available in the office/workroom, provide notice in the school newsletter.

2. How Bridgeport Elementary School involves parents in school improvement:

- a. Invites parents to site council meetings.
- b. Invites parents to PTO and PASS meetings.
- c. Invites parents to be part of District-wide Parent Advisory Council.
- d. Invites parents to complete annual parent surveys.
- e. Involves parents in the school-wide improvement planning process.
- f. Holds Back to School Night and Kinder Connect meetings.

3. Plans to encourage parent participation:

- a. Provide a notice board in the office, cafeteria and on the school video monitor with upcoming events and community activities held in the school.
- b. Actively recruit parent volunteers for reading help, classrooms, after school, field trips, art literacy, room parent(s), etc.
- c. Recruit parent volunteers through volunteer sign ups, community liaison, etc.
- d. Volunteer coordinators work with the community liaison to develop participation activities.
- e. Hold focus group meetings with parents (site council, volunteer trainings, ice cream social, PASS, PTO).
- f. Plans to post school information on community bulletin boards, school website, Facebook page, and PTO/PASS meetings.

4. How Bridgeport Elementary coordinates existing school programs and activities:

- a. Informs parents of Book Fairs, music programs, art literacy classes, parent training opportunities, PE activities, PASS meetings, and invite them to participate.
- b. Community liaison contacts parents of students in their primary language in writing regarding after school tutoring, sports activities, and applications for after school clubs.
- c. If necessary, the Community Liaison will contact parents by phone in their primary language.
- d. Conducts transition meetings with early-education/special-education programs.
- e. Works with the district's early literacy group to coordinate literacy events for families.
- f. Invites any district preschool program parents to visit the Kindergarten registration each spring.
- g. Invites all incoming kindergarten students to the summer Jumpstart program in August.

5. Evaluation of parent participation:

- a. Applies to all parents, including those who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, are migratory or are of any racial or ethnic minority background.
- b. Conduct an annual review at the end of the year site-council meeting.
- c. Post notice of site council, PTO, and PASS meetings in the school newsletter.
- d. Review attendance at Family Night Activities, Parent-Teacher Conferences and completion of parent surveys.

- 6. Bridgeport Elementary School will build the school's capacity for strong parental involvement by providing assistance to parents in understanding such topics as:**
 - a. Common Core Standards and Oregon State Standards by providing a link to the TTSD's website and community forums.
 - b. How to help your child at home through information on the school website with links to the School Home Connection and Reading Connection Newsletters.
 - c. State-Wide testing with Smarter Balanced testing. Send parents information about criteria, information sessions, opportunities to test and student performance.

- 7. Materials to aid parents in helping their children succeed at school:**
 - a. Special-Education resource materials
 - b. Differentiated assignments from classroom teachers
 - c. Access to backpacks and school supplies
 - d. Resource materials in print, classes, contacts, and programs available through the counselor and community liaison
 - e. Literacy and math nights to help parents in working with their children.

- 8. Improving communication with parents:**
 - a. Address parent communication in staff meetings.
 - b. Correspond with parents via email, websites, Facebook page, Twitter, phone, check-in check-out, Blackboard Connect, and parent/teacher log.
 - c. Share important information and events through our school newsletter and post on the website.

- 9. Bridgeport Elementary School will take the following actions regarding communication to parents:**
 - a. Ensure that information related to school/parent programs and events is sent to parents in their primary language whenever feasible.
 - b. Ensure that information related to meetings and other activities is sent to the parents in their primary language whenever feasible.
 - c. Ensure that all information is sent in an understandable and uniform format or alternative format upon request whenever feasible.
 - d. In certain occasions community liaison will be able to make personal contact.
 - e. Ensure that report cards, progress reports, flyers, newsletters, information about assemblies and events, etc. is sent to parents in their primary language whenever feasible.
 - f. Office staff will assist with translation of documents (e.g. school and class newsletters, school announcements for field-trips, and special events.)

Adoption of the Parental Involvement Plan – October 2019 - This Parental Involvement Plan has been developed jointly with, and agreed to by, parent representatives of children of Bridgeport Elementary School and will be in effect for one year. Copies of this plan will be made available to parents on September 15, 2019 via Back to School night, announcement in the newsletter, on our school website, PTO bulletin board, and the office. Copies will also be made available during evening school functions such as PTO, PASS, and literacy/Title 1 events.